

TIMBERLAND REGIONAL LIBRARY
BOARD OF TRUSTEES MEETING
Chehalis Timberland Library, 76 NE Park St., Chehalis, WA 98532

May 16, 1984

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May 16, 1984

M I N U T E S

BOARD MEMBERS PRESENT:

Dorothy Voegel, Chair - Grays Harbor County
Doris Fourre - Thurston County
Jean Haakenson - Member-at-Large
Alice Harris - Mason County
Larry Parsons - Lewis County
Paul Polillo - Pacific County

BOARD MEMBER EXCUSED:

Donald L. Law - Member-at-Large

STAFF PRESENT:

Sally Loken, Acting Director
Mary Stough, Assistant Director for Public Services
Mary Ann Shaffer, Supervisor-Personnel Administration
Michael Crose, Business Manager
Patsy Humphres, Children's Librarian, South Mason
Tom Joselyn, Technical Services Librarian
Chapple Langemack, North Mason Librarian
Joyce Nichols, Tumwater Librarian
Rivkah Sass, Chehalis Librarian
Kitty Schiltz, South Mason Librarian
Betty Sholund, Reference Librarian, Olympia

Liane Bascou, Board Recording Secretary
Herbert H. Fuller, Timberland Attorney

GUESTS PRESENT:

James L. Adams, Chehalis Library Board
Mrs. James Adams
Virginia Barton
Bill Michaels, KITI Radio
Edith Tierney
Lloyd Willis, Chehalis City Manager
Mrs. Lloyd Willis
Barbara Wood, Chehalis Library Board

Mrs. Voegel called the meeting to order at 8:00 p.m.

AGENDA ITEM
NO.

1 Approval of Minutes of the April 18, 1984 Meeting

84-29 JEAN HAAKENS ON MOVED TO APPROVE THE APRIL 18, 1984 MINUTES;
ALICE HARRIS SECONDED THE MOTION. MOTION CARRIED.

2 Approval of Vouchers

Mrs. Voege stated that payroll and payroll-related vouchers had amounted to \$266,736.59 for April 1984. She said that there are two separate sets of expense vouchers which need to be approved by the Board and she requested that these be approved in separate motions.

84-30 PAUL POLILLO MOVED TO APPROVE VOUCHERS NO. 14417 THROUGH NO. 14567 IN THE AMOUNT OF \$83,035.61; JEAN HAAKENSEN SECONDED THE MOTION.

Mr. Parsons questioned voucher No. 14426 to Bell-Anderson Agency in the amount of \$4,864.00. Mr. Crose stated that this is for the Timberland Board's liability insurance. Mrs. Haakenson asked how much liability insurance the Board has and Mr. Crose stated that the Board is covered for \$3,000,000. Mr. Parsons requested that Board members receive information on their coverage and Mr. Crose said that he would request this from the insurance agent.

MOTION CARRIED.

Mrs. Voege said that vouchers No. 14413 through No. 14416 are for the first lease payment for the automated circulation system and to the three people who will speak at All-Staff Day on May 23.

84-31 ALICE HARRIS MOVED TO APPROVE VOUCHERS NO. 14413 THROUGH NO. 14416 IN THE AMOUNT OF \$1,630.36; LARRY PARSONS SECONDED THE MOTION. MOTION CARRIED.

Mrs. Voege expressed the Board's appreciation for the invitation to meet at the Chehalis Library. Introductions were made.

3 Reports

A. Board Committees

(1) South Mason - Alice Harris

Mrs. Harris stated that Board members have received a proposal from Robert Thompson of Title Guaranty Co. of Lewis County regarding the purchase price of the building and lots at the South Mason Library site. She said that Mr. Thompson had stated in his letter "building and remaining 3 lots," and she said it was her understanding that there are three lots altogether and the building sits on two of the lots. Mr. Crose said that he thinks that Mr. Thompson was referring to lot No. 3 which would be additional and Mrs. Harris requested that this be clarified in writing.

Mrs. Harris said that last year the South Mason Building Committee did some preliminary work and had recommended to the Board that a site plan be drawn. She explained that a site plan would make clear whether there is room for both expansion of the building and adequate parking. Since it was not financially possible for TRL to have a site plan drawn last year, the committee had postponed doing this. However, Mrs. Harris asked the Board to reconsider having this done before making a firm decision regarding purchase of the property. She said

3A(1) that the committee has agreed that the present site is the most desirable place for the South Mason Library. Mrs. Harris said that she does not think anyone on the committee wishes to take on the responsibility of assuring the Board that the present site is adequate for expansion and additional parking and would rather have a professional site plan drawn. Mr. Crose stated that he thinks there is room to expand the building and parking, but he agrees that an architect should draw up a site plan.

84-32

ALICE HARRIS MOVED THAT MANAGEMENT OF TIMBERLAND BE AUTHORIZED TO ARRANGE FOR A SITE PLAN FOR THE EXISTING SOUTH MASON LIBRARY PROPERTY; PAUL POLILLO SECONDED THE MOTION.

Mr. Parsons asked how much this will cost and Mr. Crose said that it shouldn't cost more than a few hundred dollars, and he said there is money available in facilities under professional services so no budget revision would be necessary. Mr. Parsons commented that TRL has been leasing the South Mason building for several years at a substantial amount of money. Mrs. Harris said that TRL has been leasing the building for 10 years and the lease is up in October 1984. She said that TRL may continue to lease the building at about 2½ times what it is presently costing or TRL may purchase the property. Mr. Polillo stated that he thinks TRL should definitely purchase the property rather than continuing to lease. Mr. Crose said that if the Board decides to purchase the property, it will cost about \$150 a month less than if TRL continues to lease the property.

MOTION CARRIED.

Mrs. Voege suspended the order of business and moved to Agenda Item 6A. She said that the Board tries to accommodate guests who are present for a specific purpose.

6 New Business

A. Patron Request for Reconsideration of a Book

Mrs. Voege stated that Edith Tierney has objected to the book Slim Down Camp and she has filed with TRL a Patron Request for Reconsideration of a Book.

Mrs. Tierney stated that she thinks that TRL has a fine library service and her family uses it. She said that her children are 10 and 9 years old and they both enjoy reading. Mrs. Tierney said that as a Christian she tries to raise her children according to a certain standard as stated in the Bible which she believes benefits her children and the community and thereby strengthens our nation. She said she also realizes that others have a right to develop their own standards or values which may differ from hers. Mrs. Tierney explained that her son got the book Slim Down Camp when he requested Jelly Belly. She said her son started to read the book and then he gave it to her. Mrs. Tierney said that both books are about boys who go to camp because they are overweight. She said she has no problem with the stories but she objects to some of the language. Mrs. Tierney quoted from several areas in Slim Down Camp which she objects to. She said she has read the Freedom to Read Statement and the Library Bill of Rights which Mrs. Morrison sent to her. She said she understands that the Board cannot remove books from the shelves because others should be allowed

6A the freedom to read what they want, but she said she thinks it would be helpful if TRL would develop a code to rate books similar to what the movie industry has done. Mrs. Tierney said she doesn't think a child should have to start reading a book and find this language, but rather should be able to determine that a particular book may be one that the child would want to stay away from.

Mrs. Voegel said she is impressed with Mrs. Tierney's presentation and the fact that Mrs. Tierney is concerned about what her children are reading. She said that this afternoon at the Service Center several people looked at the book Slim Down Camp and they share Mrs. Tierney's thinking that this is not an appropriate book for some children. Ms. Loken said that both Slim Down Camp and Jelly Belly were reviewed in 1981. She said that no one currently on the staff was involved in the selection of these books but she suspects that these books were selected for a subject area of interest to children. Ms. Loken said that both books circulate constantly. She said that she would like to say what she knows Mrs. Morrison would say if she were present which is that it is marvelous to see parents take this kind of interest in their children's reading and encourage their reading.

Mrs. Harris said that one reason why this book is on the shelf is because book selection, as she understands it, comes from demand and from reading reviews. She said that sometimes those reviews do not indicate the types of things that Mrs. Tierney finds objectionable. Mrs. Harris said that Mrs. Tierney may find things objectionable that others do not. She said this happens with both children's books and with adult books. Mrs. Harris said that she appreciates Mrs. Tierney's objections, but said that she personally does not have a solution.

Mrs. Tierney asked if it would be possible to rate the books. Several Board members asked who would do the rating and make the decisions. Mr. Parsons said that as a Board member, rating books scares him. He said he would not want TRL to hire a staff member just to read books, and present staff could not be asked to do this because they would not have the time. Mrs. Tierney suggested that books be marked "questionable" so that the parents would see that and could look through the books ahead of time.

Mrs. Voegel thanked Mrs. Tierney for her comments and said that she thinks Mrs. Tierney understands where the Board stands in this matter. Chapple Langemack said that it seems to her that Mrs. Tierney is looking for help for her children to get pointed to books in the right direction and suggested that perhaps more book lists need to be developed that reflect the kinds of values that Mrs. Tierney is looking for.

3 Reports

B. Timberland Attorney - Herbert H. Fuller

Mr. Fuller reported that he has checked into the legality of seeking funds from private businesses for textbook covers, and has determined that it is legal within certain limitations. See Agenda Item 5B.

C. Acting Director - Sally Loken

Ms. Loken reported that Mrs. Morrison is recovering nicely from her

3C surgery. She reminded everyone of the Friends Fair on May 19, 10:00 a.m. to 3:00 p.m., at the Olympia Ballroom. Mr. Joselyn said that they expect about a dozen Friends groups to attend. Ms. Loken said participants will be sharing ideas with each other. Ms. Loken also mentioned that there will be a hearing on the Supplemental Funding for Public Libraries Bill on June 15 at 3:00 p.m. She said this may be the only hearing on the bill before the next legislative session and urged as many as possible to attend. Ms. Loken further reported that ALIS is continuing to perform as everyone had hoped with the new computer. She said that the Lewis County Treasurer's office will include an informational brochure about Timberland in the February tax statement mailing. Ms. Loken said that in her conversation with Mr. Kuehner of the Lewis County Treasurer's office, Mr. Kuehner said that he hopes that other counties will allow this also. Mrs. Harris asked who would be preparing the brochure and Ms. Loken said that TRL will design and print it and will have the brochures to the Treasurer's office early in January 1985. Ms. Loken reported that she will be attending the State Library Commission's meeting on June 14. The LSCA grant application submitted by the Youth Services Committee for the parent education program will be discussed at that meeting and Ms. Loken said that someone should be present from TRL to answer questions.

D. Assistant Director for Public Services - Mary Stough

Mrs. Stough referred to her written report regarding All-Staff Day on May 23. She invited Board members to attend. Mrs. Voege commented on the fine quality of the agenda.

E. Business Manager - Michael Crose

Mr. Crose referred to his written report. He said he has also included a breakdown of all revenue received this year to date. He told the Board not to be alarmed at the low percentage of 22.8% for property taxes because it is still early in the year. Overall, Mr. Crose said the budget is tracking quite well. To date, TRL has received 34.5% of budgeted revenue and expended 27.9%. Mr. Crose said the only areas where he sees any problems are in facilities maintenance and the supplies budget. Mr. Crose further reported that there have been several changes in the Service Center in preparation for the automated system. He said staff was able to reorganize in such a way so that only minimal telephone and electrical changes will be necessary. Mr. Crose reported on water damage problems at the Montesano Library. He read a memo he received from Mike McNamara, supervisor of the Montesano Library, as follows:

"I thought I might review the drainage situation at our library for you in order to identify the main elements. Just to review what has happened so far:

- "1. The basement staff room and hallway have flooded three times since the first of the year. Water has come into the building where the wall and the floor meet in the staff room and also in the machinery room housing the heat pump.
- "2. This is the first time in the memory of any of the current staff that this has happened.
- "3. Excavation revealed an existing drain line extending toward

3E

- the street side that has a constant flow of water.
- "4. Excavation of a drain field behind the staff room wall revealed a constant flow of water from the side of the building nearest to the alley.
 - "5. The entire unexcavated bank beneath the building appears to have become much more damp.
 - "6. A drain field to alleviate the water coming into the building has been excavated.

"As I mentioned to you when you recently inspected the area, I do not think our excavations to this point will totally solve the problem. What we really need is to have an expert determine the extent of the problem.

"Thank you for your support in our efforts to solve this problem."

Mr. Crose recommended that funding for repairs be included in the 1985 budget. He explained that the city has recently installed an entirely new sewer system and this may be a contributing factor. Mr. Crose said that he will be talking with the City Engineer and that the city has been very helpful so far.

4

Correspondence

A. Invitation from Tenino Library Board

Mrs. Voege stated that the Board has received an invitation from the Tenino Library Board to meet at the Tenino Library in August or September and an invitation for dessert at 6:30 p.m.

7

Other Agenda Items

A. TRL Board meeting in Tenino August 15 or September 19

Mrs. Voege commented that she thinks the Aberdeen Board is considering inviting the TRL Board to meet at the Aberdeen Library. Board members agreed to meet at the Tenino Library on September 19.

5

Unfinished Business

A. Reports of discussion groups at Trustee Workshop on April 14

Mrs. Voege reported that there was a workshop for local trustees on April 14 to address a number of questions that were of concern to them and to the TRL Board. Mrs. Stough said that local boards were polled and asked what particular subjects they would be most interested in discussing and from their input, questions were posed which were part of the discussion. She said that each group designated someone to record the comments and the idea was that the whole group would meet together after the smaller groups met, to discuss these comments further. However, the whole group did not get back together again, and Mrs. Stough said she attempted to collate all the comments from the smaller groups and these were sent out to all the local and regional Board members. She suggested that perhaps the TRL Board would like to make suggestions on how they would like to act on some of the suggestions of the local boards. Mrs. Haakenson asked if Mrs. Stough has received many comments back after these were sent out and Mrs. Stough said that some local board members did take exception to

5A how the comments were collated because where it said "no comment" they said they did discuss the matter and did comment on it. Mrs. Stough said she went back and checked the notes she had received and apparently not all the comments had been recorded. She said that several people commented that they enjoyed the day, thought it was worthwhile and would like to have another workshop. Mrs. Voege said that since new appointments are made yearly, all trustees would have an opportunity to attend a workshop if one were held once a year. Mrs. Fourre said that her group discussed selection of the librarian and she found that larger city library boards really want an active role in this and some even thought it should be a policy. Mr. Parsons stated that it was a very productive and fruitful day and it was too bad that everyone didn't get back together again after the smaller groups had met because he thinks each group had some very strong thoughts about some very specific areas. He said his concern is that if the Board acts on one suggestion, would they be doing a disservice by not acting on other suggestions. Mrs. Haakenson commented that she thinks that within each group there were differences of opinion. She said that she thinks the Board should take these comments and use them as a beginning point. She said she doesn't think that the Board has to necessarily act on them and make policies. She said that just because they have discussed several topics does not mean that policies and changes will be made immediately after the discussions. Mrs. Haakenson said that if the Board can keep communication with local boards open, she thinks that some of these areas will not become problems and maybe with these discussions, there will be fewer crises.

Ms. Loken said that Mr. Law was unable to attend tonight's meeting, but he called her this afternoon with several comments which he requested she relay for the record. She said that Mr. Law has been particularly interested in improving communication with local boards. She said he felt it would be a good idea to put in writing several specific responsibilities that the regional Board would charge the local boards with. One of these is regarding the selection of the local librarian. Ms. Loken said that local board participation has already occurred this year with three vacancies at Aberdeen, Hoquiam and Lacey; local boards met the final candidates and had an opportunity to visit with them before a final decision was made. Mr. Law felt that this would address the concerns which came out of the group he was in. Ms. Loken said that Mr. Law suggested that annually each local board evaluate the services in their city library and his feeling was that it would be nice to develop a tool for local boards to use in doing this evaluation. Ms. Loken said that she and Mr. Law discussed this and felt that perhaps a committee to develop this evaluation tool could include some local board members. She said that Mr. Law felt strongly that minutes of the regional Board meetings should go out to all local board members as soon as they have been typed in final form with a notation that these minutes are to be approved at the next Board meeting. She said that Mr. Law felt comfortable doing this since there are seldom any corrections which need to be made. Mr. Law felt that this would be better than the present practice of sending the minutes out to just the Chairs of each local board after the minutes have been approved. Mr. Law felt that it was important that all local board members get the full minutes immediately rather than just a digest of it in the Timberland Bulletin. Mrs. Fourre commented that the people in her group did

- 5A not feel that it was necessary that each board member receive the minutes and that they were satisfied that just the Chair and the librarian receive the minutes.

Mrs. Fourre said that she thinks the real value of the workshop was the interaction between the different local boards and she thinks that is where the real value in communication lies. Mrs. Haakenson said she agrees and found that some boards assume a much more active role than other boards do and the reasons for this. She said that she personally is not in favor of sending the board minutes to every local board member because she does not think the expense would warrant it. Mrs. Voege said that local board members could let the Service Center know if they wish to receive their own individual copies. Mrs. Haakenson said she can understand sending the minutes out right away rather than waiting for approval but she thinks sending to the board Chair and the librarian would be enough. Mr. Crose commented that he thinks the point is the timing and that presently the minutes sometimes do not get out until two months after the meeting. Mr. Parsons requested that the Chehalis Board members present comment on this. Barbara Wood said that she thinks it would be a waste of postage and paper to send them to each local board member and she thinks that if just the Chair and the librarian receive them that would be sufficient. She said it would be nice to get them sooner than they presently do. Jim Adams agreed with Mrs. Wood. Mrs. Harris agreed also that it would be a waste of postage and paper to send to every board member. She said that if there are any corrections made in the minutes, the corrections could be sent out. Mrs. Stough suggested that librarians and local library board Chairs be requested to ask their board members how they feel about this and send their responses back. Mrs. Voege requested that Mrs. Stough communicate this.

The meeting recessed at 9:05 p.m. and reconvened at 9:20 p.m.

- 5 B. Request of Public Relations Committee to fund textbook covers

Chapple Langemack said that she has updated her cost figures. She said the number of students in the district has not changed significantly and it will cost about \$2,500 for about 30,000 covers. Mr. Fuller said that requesting private funds for this project would be legal and it can be worked out if the Board approves it. He suggested that an agreement be made with anyone who would fund this through advertising to the effect that it would be of benefit to both parties, and he said it should include a clause that TRL reserves the right to review the advertising message and that it would have to be approved by TRL. Mrs. Haakenson asked who will be approaching private businesses for funds. Ms. Langemack said that perhaps the librarians or the Business Manager. Mrs. Fourre suggested that local boards and Friends groups could help with this. Joyce Nichols commented that she has discussed this with a local printer and was told that the printer would be willing to contact some people who may be willing to fund this. Mrs. Haakenson said that her concern is what is going to be said and how this is going to be promoted. She said that she is in favor of the idea but is concerned about how people are approached. Ms. Langemack said that how people will be approached will probably depend on Mr. Fuller's guidance. She said the committee has not gone into this in great detail because they were waiting to see if it would be possible first. Mr. Polillo asked if the Board has to make a motion

5B on this and Mr. Fuller said this is optional. He said it will take staff time and he thinks the Director can simply direct staff to do this. If anything unusual happens, he said it can be referred to the Board. Ms. Langemack said that it would certainly be possible for the Public Relations Committee to see what is available and then come back for Board approval. She said she thinks it is too late to get this done for the coming school year. Mr. Parsons said that he thinks the committee should proceed full speed on this because he thinks it is good PR, and he sees no problem with this as long as the committee checks with Mr. Fuller. Mrs. Voegel said that she likes the idea but is against advertising. Ms. Langemack said that her hesitation for getting this done for this school year is that she does not have the time to immediately go out and talk to people and she does not know who on the staff does have the time.

84-33

DORIS FOURRE MOVED THAT THE PUBLIC RELATIONS COMMITTEE BE ENCOURAGED TO PUT FORTH THE TEXTBOOK COVER BY WHATEVER MEANS THEY CAN DO THIS; PAUL POLILLO SECONDED THE MOTION.

Mr. Parsons said he does not wish to see the Board direct committees by motion. He asked if it would be easier if the Board would allocate the money for this. Ms. Langemack said that the reason the committee came to the Board was because the committee felt that soliciting advertising is a policy decision. She said that TRL did not have the funds available to fund the project. Mr. Crose said that funds still are not available. Mrs. Stough suggested that these covers be sold in the libraries like the book bags are. Ms. Langemack said this would negate the intent of the project. Kitty Schiltz commented that the point of the project is to be able to give every junior and senior high school student in the five counties a textbook cover in the hopes of reaching students who may not come into the library.

DORIS FOURRE, PAUL POLILLO, LARRY PARSONS, ALICE HARRIS AND DOROTHY VOEGE VOTED IN FAVOR OF THE MOTION; JEAN HAAKENS ON ABSTAINED. MOTION CARRIED.

Mr. Parsons asked if there is a clear consensus of the Board that Chapple Langemack and the Public Relations Committee have the go-ahead to proceed and will not have to come back to the Board again. Mrs. Haakenson said that she thinks the Board is trying to decide if it supports advertising. Mrs. Fourre said that she thinks this was made explicit before and that it will not be garish advertising, but will rather be done through sponsorship. Mrs. Haakenson expressed her concern for asking for funds.

C. Acquisition of Ocean Park Property

Mr. Crose stated that at the last Board meeting the Board instructed him to negotiate for the acquisition of property in Ocean Park. He said he has issued a warrant and signed an earnest money agreement with the selling party, Marcel King. Mr. Crose reported that he met with Mrs. King's attorney yesterday and established the earnest money agreement whereby TRL will purchase the property for \$40,000 and the terms of the agreement are either cash-out or a 30-year real estate contract at 9% interest with a balloon payment at 10 years at Mrs. King's option. He said that payment on the contract will be just slightly over twice what TRL is currently paying for storage facility rental.

5C Mr. Polillo asked where the Board should go from this point. Mr. Crose said there appears that there will be no problem closing the deal and he expects the paperwork to take about two weeks. He said that the community will be interested in when a building will be built on the property, and he recommended that the Board begin planning that facility as soon as possible. Mr. Crose said he has discussed this briefly with Mrs. Stough and he requested that Mrs. Stough address this. Mrs. Stough said that TRL is considering a building of at least 2,500 square feet which will not only accommodate the library but also a meeting room for the community. She said that Mrs. Morrison has said that if the library district cannot afford to do this all at once, to at least build the library and add the meeting room later. Mrs. Stough said a meeting room is something that this community needs and this community has always been very supportive of the library. She said that the Friends group already has money in its fund waiting for the library to be begun in Ocean Park. Now that TRL has purchased the property and once the Board makes a decision to build a building, Mrs. Stough said she thinks that the Friends will try to raise more money to help. Mr. Polillo said that the property is a little more than half an acre and there are a lot of trees which will have to be removed. Also, he said that a survey of the property needs to be made. Mr. Polillo said he is concerned about moving forward on this as soon as possible. Mrs. Fourre said that she would think that as soon as the deal is closed, that the Board should proceed immediately with whatever it takes to get a library built on the property. Mr. Polillo said that he thinks that is what Mr. Crose is waiting to hear from the Board. Mrs. Harris recommended that a building committee be appointed, which would include Mr. Polillo, Mr. Crose, Mrs. Morrison, Mrs. Stough and whoever else should be on the committee. She said she sees this as operating similar to the North Mason Building Committee because a lot of decisions must be made, such as selecting an architect, etc. Mrs. Harris said the committee can then come back to the Board for approval. Mr. Polillo pointed out that there are only a few months of good building weather and he does not want the Board to wait too long. Mr. Parsons said he agrees and asked if Ms. Loken could appoint a committee as Acting Director. Ms. Loken said that the North Mason Building Committee was a Board-appointed committee but it could be done either way. Mrs. Stough said that a committee already exists and Ms. Loken said that she would recommend that the same committee continue as the building committee. Mrs. Voegel agreed and said that the committee should be instructed to proceed. Members of the committee are Paul Polillo, Bonnie Sayce, Dorothy Sundstrom, Don Cox, Marcel King, Becky Morrison, Mary Stough and Mike Crose. Mrs. Voegel asked Mr. Polillo to continue as Chair of the committee.

84-34

ALICE HARRIS MOVED THAT THE COMMITTEE PREVIOUSLY APPOINTED TO LOCATE PROPERTY BE INSTRUCTED TO CONTINUE AS THE OCEAN PARK BUILDING COMMITTEE FOR A NEW LIBRARY FACILITY AT OCEAN PARK; LARRY PARSONS SECONDED THE MOTION.

Mrs. Fourre asked if the motion needs to be worded to the effect that the building committee is authorized to proceed with producing a building. Ms. Loken said that she thinks the Board needs to authorize money for site preparation costs and Mr. Fuller advised that the Board should authorize a maximum amount.

5C DORIS FOURRE MOVED TO AMEND THE MOTION TO AUTHORIZE WITHDRAWAL OF FUNDS FROM THE BUILDING AND SITE ACQUISITION FUND NOT TO EXCEED \$10,000 AND THAT THE MONEY BE MADE AVAILABLE TO THE OCEAN PARK BUILDING COMMITTEE FOR SITE PREPARATION PLANS; ALICE HARRIS SECONDED THE AMENDMENT. AMENDING MOTION CARRIED.

Mrs. Voegel then called for a vote on the original motion.

MOTION CARRIED.

Mr. Fuller said that the Board should move to ratify Mr. Crose's action as instructed by the Board at last month's meeting.

84-35 JEAN HAAKENSEN MOVED TO RATIFY SIGNING OF THE EARNEST MONEY AGREEMENT FOR PURCHASE OF THE OCEAN PARK PROPERTY; PAUL POLILLO SECONDED THE MOTION. MOTION CARRIED.

D. Resolution regarding per diem for Trustees

Mrs. Voegel stated that last month the Board requested that per diem, mileage and subsistence payment to Board members be at the same rate as to staff members.

84-36 LARRY PARSONS MOVED TO APPROVE RESOLUTION NO. 84-4 RELATING TO PER DIEM, MILEAGE AND SUBSISTENCE PAYMENT TO BOARD MEMBERS; PAUL POLILLO SECONDED THE MOTION. LARRY PARSONS, PAUL POLILLO, ALICE HARRIS, JEAN HAAKENSEN AND DOROTHY VOEGE VOTED IN FAVOR OF THE MOTION; DORIS FOURRE VOTED AGAINST THE MOTION. MOTION CARRIED.

Mrs. Harris said that she has given this matter a lot of thought since last month's meeting because there was a feeling on the part of some Board members that it would be difficult for them to attend conferences if Board members are reimbursed at the same rate as staff members. She said her feeling is still that staff and Board should be reimbursed at the same rate and if this is not providing enough for Board members to attend conferences, then she thinks that both staff and Board per diem, mileage and subsistence payment should be raised. Mrs. Harris recommended that staff continue to look at this throughout the year and if this is not sufficient then the Board should consider raising it for both Board and staff. Ms. Shaffer said that the Board should be made aware that if a staff member is required to attend a conference, that staff member is reimbursed in full. She said that staff understands that if they choose to attend a conference or workshop, that they are then on a per diem basis. Mrs. Voegel requested that staff present to the Board for the Board's review the costs of the recent WLA conference. Ms. Shaffer said that staff were paid a per diem and they only had to show motel/hotel bills according to the State Auditor's requirements and unless staff attached meal tickets also, it will be difficult for her to calculate the costs. Mrs. Fourre said that when she attended the PNLA Conference, she was on a per diem basis and even with a 20% discount, it still cost her \$500 for four days and she was reimbursed \$400.

6 New Business

B. Development of intern program at TESC

Ms. Loken said that TRL is looking at the possibility of having a

6B working relationship with The Evergreen State College whereby TESC would supply TRL with a student intern to work on special projects with library staff during the fall quarter. She said this would include assistance with projects such as final preparation of the annual budget, facilities planning, review and revision of position descriptions, and statistical analysis of demographic trends and the effectiveness of library service. Ms. Loken said that the focus would vary from year to year depending on what projects TRL is embarking on and which ones would require this type of assistance. She said this would be planned carefully so that it would benefit the library and the student. Ms. Loken stated that staff is very interested in this as something mutually beneficial to the library and to the college. She said it would not only benefit the student to have this contact, but there would also be a relationship with the faculty and other governmental agencies. Ms. Loken said this would give TRL an opportunity to inform people who may not already be aware of how the library operates and what its goals are. She said that a student can help this fall with the work that the TRL Planning Task Force is doing. She said the cost for three months for someone half time, including Social Security and industrial insurance benefits, would be \$1,640.37.

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DORIS FOURRE MOVED THAT TRL AVAIL ITSELF OF AN INTERNSHIP PROGRAM WITH THE EVERGREEN STATE COLLEGE; PAUL POLILLO SECONDED THE MOTION.

Mrs. Harris said she would like to see this program evaluated annually with a report to the Board.

ALICE HARRIS MOVED TO AMEND THAT THE MOTION INCLUDE THAT THE INTERNSHIP PROGRAM BE EVALUATED ANNUALLY BY MANAGEMENT WITH A REPORT TO THE BOARD; LARRY PARSONS SECONDED THE AMENDMENT. AMENDING MOTION CARRIED.

Mrs. Voege then called for a vote on the original motion.

MOTION CARRIED.

There was no further business and the meeting adjourned at 10:10 p.m.

Sarah F. Loken
SECRETARY

Jean Haakenson
CHAIR